

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES
March 1, 2013

A regular meeting of the Kentucky Board of Certification of Alcohol and Drug Counselors was conducted on Friday, March 1, 2013 at the Office of Occupations & Professions, 911 Leawood Drive, Frankfort, Kentucky 40601

Members Present

Terry Reams, Chairman
Todd Trumbore, Vice Chairman
Theodore Godlaski
Kenneth Hemphill

Occupations and Professions

Karen Lockett, Board Administrator
Susan Ellis, Fiscal Department

Members Absent

Patrick Whelan
Geoffrey Wilson
Tanya Fogle

Others in Attendance

Brian Judy- Board Counsel
Mac Bell - Board Investigator
Jane Oliver - Behavioral Health Services
Dr. Tina Glover

Mr. Reams, Chairman called the meeting to order at 10:05 a.m.

Minutes

Mr. Godlaski made a motion to accept the February 1, 2013 minutes. Mr. Hemphill seconded the motion. Motion carried.

Financial Statement

Mr. Godlaski made a motion to accept the financial statement as submitted. Mr. Hemphill seconded the motion. Motion carried.

O&P Update

The Board reviewed the March update report. The board was informed that O&P has a **New Employee** - Ms. Diana Jarboe will join O&P as a Board Administrator starting Friday, March 1, 2013. Ms. Jarboe has experience providing administrative duties in her previous position as the office coordinator and administrator of a busy medical facility, **Employee Vacancy** - Resource management Analyst II - this position was vacated in mid-January. O&P have begun the process of backfilling the vacancy. The register posted February 26, 2013, **Database** - In February the Commonwealth Office of Technology (COT) completed the quick fixes that were previously mentioned in last month's report. The quick fixes included "tabbing" especially with browsers such as Safari or when using an iPad, encrypting the social security numbers that were previously displayed in the browser during license renewal enhancing search results for license verification and removing the Homeland Security information from the site. Ms. Bourne, Director of O&P stated that once O&P has backfilled the Resource Management Analyst position they will be assisting with prioritizing the order of updated applications.

Ms. Bourne informed the board that the Kentucky General Assembly is scheduled for Sine Die on March 26, 2013. Legislation has been introduced that impacts the following boards: Certified Alcohol and Drug Counselors Secondary Metals Recyclers Registry, Licensed Professional Art Therapists, Prosthetics, Orthotics and Pedorthics, Marriage and Family Therapists, Licensed Professional Counselors, Fee Based Pastoral Counselors, Psychology, Occupational Therapists, Diabetic Educators and Long Term Care Facilities.

Karen Lockett, Board Administrator informed the board that Ms. Trudi Scharff will be coordinating the luncheon for board members and staff at the Kentucky School Conference.

Old Business

The Board discussed the location for the April 5, 2013 board meeting since O&P's conference rooms are needed for a Hearing Instrument Exam. Ms. Ellis informed the board that the cost at the Berry Hill Mansion to schedule a meeting would be \$75.00 with an additional \$10.00 for coffee/water services. Mr. Judy informed the board and Susan Ellis that the Attorney General office at 700 Capitol Avenue will have

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space for the April 5, 2013 regular scheduled board meeting. Mr. Hemphill made a motion to meet on April 5, 2013 at the Attorney General Office. Mr. Trumbore seconded the motion. Motion carried.

New Business

The Board reviewed the IC&RC exam invoice for \$1,435.00 for the December exams.

Dr. Tina Glover attended the CADC board meeting to discuss Reciprocity from Oregon. Dr. Glover stated that to this date she holds a certification Level II in the state of Oregon and has taken the exam through NAADAC. Dr. Glover stated that she had previously held a IC&RC credential in California. The board suggested to Dr. Glover to seek reinstatement in California to receive reciprocity. The Board informed Dr. Glover that if Oregon is not an IC&RC state that she could not apply through reciprocity, but could apply by meeting the Kentucky requirements to become a Certified Alcohol and Drug Counselor. Dr. Glover suggested to the board to consider future statutory changes to allow acceptance of other state that is a non IC&RC credential.

The Board reviewed and discussed the e-mail from Mr. Nathan Yaden. Mr. Yaden was inquiring about the degree section on the CADC application. Mr. Godlaski made a motion for Ms. Lockett, Board Administrator to contact Mr. Yaden and inform him that a master's degree or higher in a related field (General Psychology Degree) may be substituted for 3, 000 hours of work experience. Mr. Hemphill seconded the motion. Motion carried.

Complaint Committee/Board Counsel Report

Complaint #1004 - Ongoing

Complaint #1206 - 3 year Suspension

Complaint #1208 - 3 year Suspension

Complaint #1209 - Ongoing

Complaint #1301 - Ongoing

Complaint #1302 - Revoke Certification

Complaint # 1206 - Mr. Judy, Board Counsel informed the board that the Complaint Committee recommended a 3 year suspension. Board concurred.

Complaint #1208 - Mr. Judy, Board Counsel informed the board that the Complaint Committee recommended a 3 year suspension. Board concurred.

Complaint #1302 - Mr. Judy, Board Counsel informed the board that the Complaint Committee recommended to revoke the Certification. Board concurred.

Application Review

Mr. Trumbore made a motion to accept the Applications recommendation as specified below.

- Caratha Z. Buckner - Approved
- Beverly Richards - Approved
- Apryl Tandy - Approved
- Angelia Yoebstl - Deferred

Mr. Godlaski seconded the motion. Motion carried.

Continuing Education

Mr. Godlaski made a motion to accept the Continuing Education Applications as specified below.

- Aubrey's Song Foundation - Approved for 6.0 hours
- Lifeskills, Inc. - Approved for 12.0 hours
- RiverValley Behavioral health - Approved for 4.0 - 18.5 hours
- Seven Counties Services - Approved for 12.0 hours
- The Ridge Behavioral Health Sys - Approved for 4.0 hours

Mr. Trumbore seconded the motion. Motion carried.

Reciprocity Application Review

Mr. Trumbore made a motion to accept the Reciprocity Applications as specified below.

- Donald Willis III- Approved
- Joseph Whitaker - Deferred

Mr. Hemphill seconded the motion. Motion carried.

Audit Renewal Review

Mr. Trumbore made a motion to accept the Audit Application as specified below.

- Diatra Allen – Deferred
- Catherine McDowell – Approved

Mr. Hemphill seconded the motion. Motion carried.

Reinstatement Application Review

Mr. Trumbore made motion to accept the Reinstatement Application as specified below.

- Keith McKenzie – Deferred

Mr. Godlaski seconded the motion. Motion carried.

Travel

Mr. Godlaski made a motion to approve payment of travel and per diem expenses for eligible members.

Mr. Trumbore seconded the motion. Motion carried.

Next Meeting

Complaint Committee – April 5, 2013 9:30 a.m.

Regular Board Meeting – April 5, 2013 @ 10:00 a.m.

ADJOURNMENT - **11:50 a.m.** Mr. Trumbore made a motion to adjourn. Mr. Godlaski seconded the motion. Motion carried.